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Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Chief, Central Planning Staff

DATE: MAY 21 1946

FROM : Intelligence Branch

SUBJECT: Report on USSBS Investigation

1. Since the return of the draft directive from the Director of Central Intelligence, the undersigned has contacted appropriate officers and officials in the agencies subject to N.I.A. coordination, as follows:

MIS : Colonel Lovell, Deputy Chief, Intelligence Group, MIS;
Colonel Hopkins, MIS

A-2 : Colonel Taylor, Chief of Collection Branch, Air Information
Division

ONI : Captain McKinnon, Head of Collection and Dissemination Group,
Foreign Branch

State : Mr. Fearing, Director, OCD;
Commander Hunsberger, Chief, Japan Research Branch, Far East
Intelligence Division, OCL;
Mr. Burkhardt, Chief, Europe, Near East and Africa Intelligence
Division, OCL;
Mr. Ottemiller, Chief, Intelligence Reference Division, OCL.

2. Problems involved in the proper disposition of the USSBS files include:

a. Proper and complete indexing, on a more detailed scale than at present for the most part exists, of the materials to be disposed of.

b. Screening of the materials to determine what can be destroyed as either of no further value or already duplicated elsewhere.

c. Final disposition of the remaining files.

3. Recommended handling of the problems listed in 2a, b, and c above is as follows:

a. The indexing of the materials: This is properly the responsibility of the USSBS staff, and it is recommended that the Director of Central Intelligence address a request to the Chairman of USSBS that such indexing be carried through as rapidly as possible.

b. Screening: With an adequate description of the materials available, interested agencies will be in a position to indicate their interest or lack of interest in the various portions of the materials. The lists should be

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circulated to a carefully prepared list of Government agencies, with a request that the individual agency should indicate its interests within a specified period of time. On the basis of the returns from these agencies the materials to be retained will be determined, and the remainder can be destroyed.

c. (1) Decision on the final disposition of the materials to be retained should be postponed for further investigation of the possibilities, and until the total amount involved is apparent as a result of the screening process. Suggestions already made include:

War Department Library
War Department, AGD, Records Section
War Department, Historical Section
A-2 Historical Section, Gravelly Point
National Archives

(2) The following principles should govern the decision:

(a) The files should be kept together in a single repository unless strong arguments for dispersion appear.

(b) The repository chosen should:

- i. Be in Washington or immediate vicinity;
- ii. Have personnel available for maintenance and for servicing interested agencies;
- iii. Have proper security arrangements;
- iv. Have working space close at hand; and
- v. Preferably have reproduction facilities close at hand.

(c) Captured Japanese and German documents should be sent to the Washington Document Center and the German Military Document Center respectively. *But translations retained*

4. Since prompt action is desirable and time will be wasted if formal action is prepared, discussed, processed and finally disapproved, it is recommended that the Acting Chief, Planning Staff discuss the above findings and recommendations informally as soon as possible with the Director of Central Intelligence. If he approves, action can follow expeditiously; if all or part of the above is disapproved, alternative possibilities can be examined without delay.

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